



Accreditation Rating Recommendation Tool

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TRADOC Quality Assurance Office**



Purpose

Provide an overview of the Accreditation Rating Recommendation Tool

Recommended Course Rating
School: Course:

Conduct of Training (CoT)					
Std	Met	MuC	Not Met	NANO	HHI
Weight → 1	1	0.6	0		
2		1			
3	1				
4			1		
5		1			
6		1			
7	1				
8	1				
9	1				
10	1				
Totals	5	2.4	0		
Total Score	7.40				
CoT Rating/Percent	Amber 74%				
CoT Weighting Factor	3				

Training Support (TS)					
Std	Met	MuC	Not Met	NANO	HHI
Weight → 11	1				
12		1			
13		1			
14	1				
15		1			
16		1			
Totals	2	2.4	0		
Total Score	4.40				
TS Rating/Percent	Amber 73%				
TS Weighting Factor	2				

Proponent Functions (PF)					
Std	Met	MuC	Not Met	NANO	HHI
Weight → 17	1				
18	1				
19	1				
20		1			
21	1				
22	1				
23	1				
24		1			
Totals	6	1.2	0		
Total Score	7.20				
PF Rating/Percent	Green 90%				
PF Weighting Factor	1				

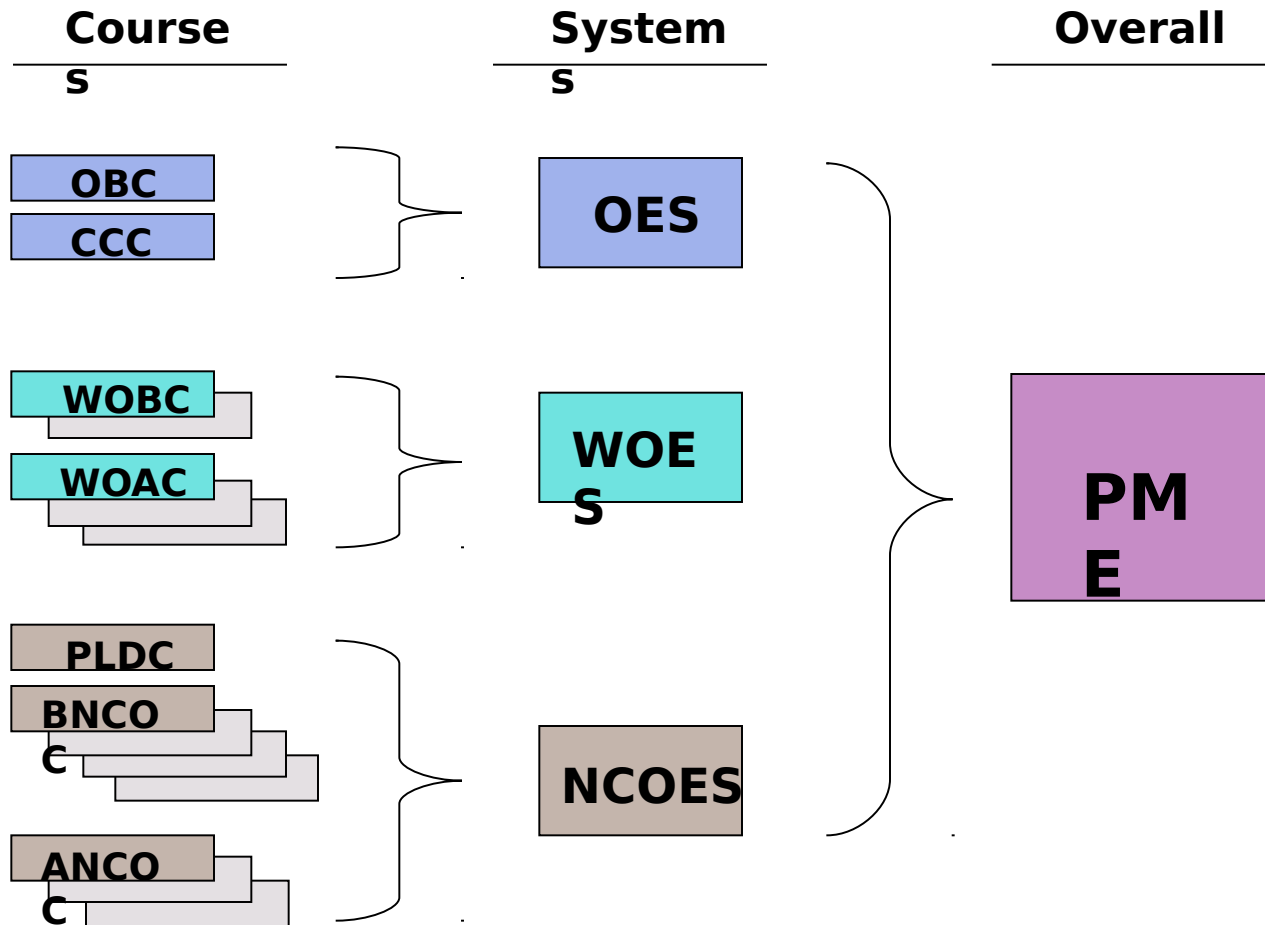
Weighted Percent Scores:	
CoT	2.22
TS	1.47
PF	0.90
Weighted Average Score	0.76 = 76%

Functional Area Rating Criteria	
Green	80% to 100%
Amber	60% to 79%
Red	0% to 59%

How PME Template Works

- **Workbook contains a worksheet for —**
 - Each course evaluated
 - Each education system (OES, WOES, and NCOES), and
 - Overall PME recommendation
- **Course worksheet**
 - Ratings (MET, MET W/CMT, NOT MET, or NA/NO) are entered for each standard
 - Worksheet calculates percentage rating for COT, TS, and PF and overall rating (green, amber, or red) for the course
- **System Roll-Up worksheet**
 - Worksheet combines ratings for all courses evaluated in the system and calculates percentage rating for COT, TS, and PF, and overall rating (Full, Conditional, or Candidate) for the system
- **PME Roll-Up worksheet**
 - Worksheet combines ratings for all systems evaluated; calculates overall percentage rating for COT, TS, and PF; and calculates overall recommended accreditation rating for Professional Military Education

How PME Template Works, Con't



Record for Evaluation of Accredited Stds (TRADOC Form 350-70-4-2-R-E)

Form for Recording Evaluation Results. Copies of this form with the standard checked will be provided as part of the QA Evaluator's Workbook.

RECORD FOR EVALUATION OF ACCREDITATION STANDARDS

for Initial Military Training, Reclassification Training, and Professional Military Education

ADMINISTRATIVE DATA

Organization being evaluated	Name:	
	Location/Address:	
Accrediting agency	Name:	
Evaluator	Name:	Phone: DSN:
	e-mail address:	Comm: (____) ____ - ____ ext
	Address:	

REPORTING FOCUS

Type of Training (Check One)	Initial Military Training	BCT	OBUT	AJT	WOOB	OCB
	Reclassification Training					
	Professional Military Education (Indicate education system)	WCOEB	WEOB	OEB		
Areas Evaluated	Conduct of Training					
	Training Support					
	Proponent Functions					

RECOMMENDATION

Candidate for Accreditation	Conditional Accreditation	Full Accreditation
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REMARKS

(Attached additional comments should be keyed to item numbers.)

HD TRADOC Form 350-70-4-2-R-E, Nov 02

3.5 x 11

(Front)

Met Met w/cmt Not M

Conduct of Training

Std. No.	Standard	Y/N	Y/N w/cmt	Net Y/N	N/A Y/N	H/H
1.	Institution complies with established institution-to-student and equipment ratios.					
2.	Institution meets qualifications and have evidence of having met proponent technical certification requirements.					
3.	Institution administers the required current, approved course materials (including text) that train AC and RC Soldiers to the same task performance standard.					
4.	Institution conducts training that minimizes accident risk in both training and operations.					
5.	Institution conducts training that protects the environment.					
6.	Institution implements sequential, progressive training by scheduling and conducting training in accordance with the mandatory training sequence.					
7.	Institutional cadre performs their institutional duties and responsibilities in accordance with regulatory guidance and lesson objectives.					
8.	Students can perform to the prescribed learning objective standards.					
9.	Institution provides students the opportunity to develop and demonstrate their leadership skills and knowledge in a performance-based environment.					
10.	Institution uses required ranges and training areas as prescribed.					

Training Support

Std. No.	Standard	Y/N	Y/N w/cmt	Net Y/N	N/A Y/N	H/H
11.	Institution has conducted after actions identified during previous accreditation evaluations.					
12.	The institution is staffed and manages resources effectively to meet mission requirements.					
13.	Institution provides required equipment, FADS, ammunition, pyrotechnics, training material, consumable supplies, and references as prescribed.					
14.	Institution evaluates and tracks institutional cadre performance and takes action, as appropriate, to sustain, improve, and develop institutional cadre performance.					
15.	Facilities are adequate to promote learning and meet learning objectives (includes barracks, classroom, shop area, range area, training area, and learning facilities).					
16.	Institution has policies, procedures, and oversight in place to ensure effective training and administrative support.					

Proponent Functions

Std. No.	Standard	Y/N	Y/N w/cmt	Net Y/N	N/A Y/N	H/H
17.	Institution has a Quality Assurance Program in place to conduct and ensure implementation of internal and external evaluations to improve, sustain, and develop effective education and training.					
18.	Institution has an effective system in place to forecast, update, and monitor its training and lesson development-related supporting requirements.					
19.	Proponent develops and maintains training products based on current and approved critical tasks and task analysis data.					
20.	Proponent designs and develops efficient, effective, and relevant AC and RC training to the same task performance standard, using (as appropriate) live, constructive & virtual training.					
21.	Institution develops and provides valid and reliable criterion-referenced tests.					
22.	Educational training reflects current Joint, Army, and Branch doctrine (e.g., COE, GPCOR) at the appropriate level and incorporates lessons learned from Combat Training Centers, and operational deployments, and the Center for Army Lessons Learned (CALL).					
23.	Institution has a Staff and Faculty Development Program in place and develops its staff and faculty to meet regulatory, institutional, and course development requirements.					
24.	Institution and its subordinate training organizations develop, publish, and follow command training guidance in accordance with the Army's training doctrine.					

(Back)

OBC Recommended Rating

Conduct of Training (COT)

Recommended Course Rating
School: Course:

Conduct of Training (CoT)					
Std	Met	MwC	Not Met	NA/NO	HHI
Weight →	1	0.6	0		
1	1				
2			1		
3	1				x
4	1				
5	1				
6		1			
7				1	
8	1				
9	1				
10	1				
Totals	7	0.6	0		
Total Score	7.60				
CoT Rating/Percent	Green 84%				
CoT Weighting Factor	3				

Training Support (TS)					
Std	Met	MwC	Not Met	NA/NO	HHI
Weight →	1	0.6	0		
11		1			
12	1				
13	1				
14	1				
15		1			
16	1				
Totals	4	1.2	0		
Total Score	5.20				
TS Rating/Percent	Green 87%				
TS Weighting Factor	2				

Proponent Functions (PF)					
Std	Met	MwC	Not Met	NA/NO	HHI
Weight →	1	0.6	0		
17	1				
18	1				
19			1		
20		1			
21	1				
22	1				
23	1				
24	1				
Totals	6	0.6	0		
Total Score	6.60				
PF Rating/Percent	Green 83%				
PF Weighting Factor	1				

COT Weighting Factor 3

Weighted Percent Scores:	
CoT	2.53
TS	1.73
PF	0.83
Weighted Average Score	0.85 = 85%

Functional Area Rating Criteria	
Green	80% to 100%
Amber	60% to 79%
Red	0% to 59%

Met = Met the standard
MwC = Met with Comment
Not Met = Did not meet the standard
NA/NO = Not Applicable/Not Observed
HHI = Higher HQs Issue

CCC Recommended Rating

Recommended Course Rating
 School: Course:

Conduct of Training (CoT)					
Std	Met	MoC	Not Met	N/ANO	H/I
Weight →	1	0.6	0		
1		1			
2		1			
3	1				
4			1		
5		1			
6		1			
7	1				
8	1				
9	1				
10	1				
Totals	5	2.4	0		
Total Score	7.40				
CoT Rating/Percent	Amber 74%				
CoT Weighting Factor	3				

Training Support (TS)					
Std	Met	MoC	Not Met	N/ANO	H/I
Weight →	1	0.6	0		
11	1				
12		1			
13		1			
14	1				
15		1			
16		1			
Totals	2	2.4	0		
Total Score	4.40				
TS Rating/Percent	Amber 73%				
TS Weighting Factor	2				

Proponent Functions (PF)					
Std	Met	MoC	Not Met	N/ANO	H/I
Weight →	1	0.6	0		
17	1				
18	1				
19	1				
20		1			
21	1				
22	1				
23	1				
24		1			
Totals	6	1.2	0		
Total Score	7.20				
PF Rating/Percent	Green 90%				
PF Weighting Factor	1				

Weighted Percent Scores:			
CoT	2.22		
TS	1.47		
PF	0.90		
Weighted Average Score	0.76	=	76%

Functional Area Rating Criteria	
Green	80% to 100%
Amber	60% to 79%
Red	0% to 59%

OES Recommended Rating

Recommended Rating for OES

School:

Evaluation Date:

Conduct of Training (CoT)				
Combined Avg Percent	0.79	=	79%	
CoT Combined Rating	Amber			
CoT Weighting Factor	3			

Training Support (TS)				
Combined Avg Percent	0.80	=	80%	
TS Combined Rating	Green			
TS Weighting Factor	2			

Proponent Functions (PF)				
Combined Avg Percent	0.86	=	86%	
PF Rating	Green			
PF Weighting Factor	1			

Number of Courses Evaluated	2
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Weighted Percent Scores:				
CoT	2.38			
TS	1.60			
PF	0.86			
Weighted Average Score	0.81	=	81%	

Recommendation: **Full Accreditation**

Functional Area Rating Criteria	
Green	80% to 100%
Amber	60% to 79%
Red	0% to 59%

Accreditation Rating Criteria	% Range
Institution of Excellence	100%
Full Accreditation	80% to 99%
Conditional Accreditation	60% to 79%
Candidate for Accreditation	0% to 59%



Questions?



Back-up Slides

Example - RC Training Site

Recommended Course Ratings
 RC Training Site: Course:

Conduct of Training (CoT)					
Std	Met	Mu C	Not Met	N/A/NO	HHI
Weight →	1	0.6	0		
1	1				
2	1				
3	1				X
4		1			
5	1				
6	1				
7	1				
8	1				
9			1		
10	1				
Totals	8	0.6	0		
Total Score	8.60				
CoT Rating/Percent	Green				86%
CoT Weighting Factor	3				

Training Support (TS)					
Std	Met	Mu C	Not Met	N/A/NO	HHI
Weight →	1	0.6	0		
11		1			
12				1	
13		1			
14	1				
15	1				
16	1				X
Totals	3	1.2	0		
Total Score	4.20				
TS Rating/Percent	Green				84%
TS Weighting Factor	2				

Instructions

1. Enter the training institution name and course title in the appropriate cells.
2. From the completed Record for Evaluation of Accreditation Standards, enter the numeral "1" in the appropriate cell for each standard.
3. For marking cells in the HHI column use an "X" instead of a "1."

Weighted Percent Scores:			
CoT	2.58		
TS	1.68		
Weighted Average Score	0.85	=	85%

Functional Area Rating Criteria	
Green	80% to 100%
Amber	60% to 79%
Red	0% to 59%